

# Kansas Division of Emergency Management Training

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## G402—Incident Command System (ICS) Overview for Executives and Senior Officials

May 6, 2016 • 1pm to 4pm  
Harvey County Law Enforcement Center, Training Room/EOC  
120 E. 7th Street, Newton, KS

The purpose of this 2-hour course is to provide an orientation to the Incident Command System (ICS) for Executives and Senior Officials (including elected officials, city/county managers/agency administrators, etc.) and their role in supporting incident management. Additional courses are available to learn more about ICS. Courses and experience are required in order to qualify to serve in the Command and General Staff.

### Objectives

- Describe the various ways ICS can be applied
- Define the role of an Executive/Senior Official relative to the ICS
- Describe the major responsibilities of an Executive/Senior Official as related to an incident
- Demonstrate basic familiarity with ICS terminology
- Describe basic organizations of ICS and know the functional responsibilities of the Command and General Staff
- Describe issues that influence incident complexity and the tools available to analyze complexity

- Describe the differences between on-incident ICS organizations and activities and the activities accomplished by Emergency Operations Centers, Area Commands, and multiagency coordination systems
- Explain the administrative, logistical, financial, and reporting implications of large incident operations
- Describe the sources of information regarding the incident and how to access them
- Describe types of agency policies and guidelines that influence management of incident or event activities

### Target Audience

The primary audience for this training includes Executives and Senior Officials (including elected officials, city/county managers, agency administrators and the upper-level administrators) that might be involved in emergency management.

**Lodging arrangements or reimbursements will not be offered by KDEM for this session.**

Visit our website for a full listing of courses available in Kansas <http://www.kansastag.gov/KDEM.asp?PageID=266>

### Need help?

Isabel Herrera Schultes at [maria.i.herrera13.nfg@mail.mil](mailto:maria.i.herrera13.nfg@mail.mil) (785) 274-1412 OR KS-TRAIN Help Desk [helpdesk@kdheks.gov](mailto:helpdesk@kdheks.gov) (785) 296-5655

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### **KS-TRAIN FAQs**

**• How do I sign up for a TRAIN user account?**

Log onto <https://ks.train.org>. Click on "Create an Account," which appears underneath the login on the left hand side of the screen. Review and accept the Terms and Conditions. Fill out all of the necessary information on the subsequent pages. (If you'd like, you can also fill in the optional information.) When you have finished, click "Continue" to enter the site.

**• How do I find courses to take?**

There are several ways to do this. If you have a Course ID Number: enter this number in the "Search by Course ID" box (the second pale-blue box below the Kansas Seal). If you don't know the Course ID number you can click the "Course Search" link at the top of the screen. From this page you can click "Browse" to view all course offerings in TRAIN, or you can use any of the tools in the "Search Options" list to help narrow your results.

**• I've registered for a course – where do I find confirmation of this?**

All of your course registrations can be found by clicking "My Learning" from the home page. This will include all in-progress courses. *With courses offered by Kansas Emergency Management; you can expect to receive an email confirmation from our office within 3 working days after you submit your registration for approval.*

**• I signed up for a "Live" course and can no longer attend. Who should I contact?**

You can withdraw yourself from any course by going to the Course Management page and clicking the "Withdraw" button. You can also contact Isabel Herrera Schultes at [maria.i.herrera13.nfg@mail.mil](mailto:maria.i.herrera13.nfg@mail.mil) or 785-274-1412 if you need help withdrawing.

**Please contact our office if you have any questions about this course.**

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*If you have a disability or need appropriate accommodations in order to fully participate in any training activity, please contact the State Training Officer, **Erin McGinnis**, at 785-274-1413, or [erin.m.mcginis2.nfg@mail.mil](mailto:erin.m.mcginis2.nfg@mail.mil) to discuss your specific needs.*